## Hours Not Worked Office of Management & Budget 1/29/2014

Measurement method		Why measure?		What is our goal?	
The monthly sum of hours employees were not at work performing normal job functions (not including earned vacations or paid holidays)		To better understand the culture which impacts employee time and attendance		Reduce Hours Not Worked to no more than 2% of total hours	
How are we doing?					
Jan2013-Dec2013 12 Month Goal	Jan2013-Dec2013 12 Month Actual		Dec2013 Goal	Dec2013 Actual	
6,682	15,420		568	1,314	
Hours	Hours		Hours	Hours	
			Performance Stoplight Key		
			Red Light = Off Goal		
			Yellow Light = Approaching Goal		
			Green Light = Meets Goal		
			No Lights = No Goal/No Data		





